

DD/A

Executive Registry

75 114/8/1

24 SEP 1975

MEMORANDUM FOR: Director of Central Intelligence

VIA : Deputy Director for Administration

FROM : Director of Personnel

SUBJECT : 1975 Combined Federal Campaign

REFERENCE : Memo dtd 15 Sept 75 to The Heads of
Departments and Agencies for The
President, same subject

1. Action Requested: That the Honorable Frank G. Zarb, Administrator, Federal Energy Administration, be advised of your acceptance to serve as the Agency chairman for the forthcoming Combined Federal Campaign and that he be advised of the person you designate as your vice chairman.

2. Basic Data or Background: Referent (attached) announces that Mr. Frank Zarb will serve as the chairman of the Combined Federal Campaign. In addition, you are asked to appoint an Agency vice chairman.

3. Staff Position: Traditionally, the Director of Personnel has served as the vice chairman.

4. Recommendation: It is recommended that you sign the attached letter to Mr. Zarb.

(Signed) F. W. M. Janney

F. W. M. Janney
Director of Personnel

Atts

Distribution:

0 - Return to D/Pers	2 - DDA
✓ 1 - DCI	1 - D/Pers
1 - UDCI	2 - C/USD (1 w/h)
1 - ER	

OP/BSO/PAS [] v (22 Sept 75)

UNCLASSIFIED	CONFIDENTIAL	SECRET
--------------	--------------	--------

EXECUTIVE SECRETARIAT

Routing Slip

TO:		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	S/MC				
4	DDS&T				
5	DDI				
6	DDA	✓			
7	DDO				
8	D/DCI/IC				
9	D/DCI/NIO				
10	GC				
11	LC				
12	IG				
13	Compt				
14	D/Pers				
15	D/S				
16	DTR				
17	Asst/DCI				
18	AO/DCI				
19					
20					
21					
22					
SUSPENSE		<div style="border: 1px solid black; border-radius: 50%; width: 150px; height: 80px; display: flex; align-items: center; justify-content: center;"> <div style="text-align: center;"> <p>25 Sept</p> <p><small>Date</small></p> </div> </div>			

Remarks:

*Please prepare response
for DCI's signature to Frank
Zarb.*

D/Executive Secretary

 9/16/75
Date

3637 (1-75)

25X1

EXECUTIVE SECRETARY FILE

41